

NW Training Integration Study Team Minutes
31 August 2001
Meeting held at IMF Bangor

1. Mr Muhleman introduced Ms. Diane Cobain PSNS Production Resources Branch Manager. The Team then discussed the loan and borrow process and problems encountered with the loan of painters to PSNS from IMF Bangor. After Team discussion it was determined that the major problem with the latest loan/borrow was lack of communications and the correct personnel not being involved. The Team recommends the following actions:
 - a. Ensure Ms. Bence is made aware of all request for borrows from IMF Bangor.
 - b. Ms. Bence will work with Mr. Schremser, once he has made the decision that personnel are available to loan to PSNS, to ensure the training and qualifications data is provided to PSNS Production Resource Branch Manager.
 - c. The shop requesting the borrow will ensure description of actual work to be accomplished is provided, this will help ensure that a person with the correct qualifications is provided.
 - d. A work sheet for both loans and borrows will be developed and used by both commands.
 - e. Ms. Cobain will provide Mr. Rutter an electronic copy of PSNS corporate loan and borrow instruction.
2. The Team discussed the remaining trade skill areas that require final mitigation work by the Training Team. It was agreed that the Team Leaders would provide each other the names/phone numbers of the appropriate personnel to work on Painters, Sheetmetal, and Ladders/Insulators qualifications/training so the sub-teams could work on the training issues. Reports to the Team at the next face to face meeting, as appropriate.
3. Ms. Bence advised the Team that IMF was still encountering problems getting IMF personnel qualified to operate cranes in the shipyard. Mr. Muhleman took for action and will work with PSNS Code 700 to resolve the issues.
4. The Team discussed and reviewed the Fishbone diagrams for possible additions/deletions. It was determined that the Fishbones should identify the need for additional PSNS computers at IMF to provide access to the shipyard system. In addition the need for interface between the training systems at IMF and PSNS is required. Mr. Muhleman will request Mr. Northcutt to attend the next Training Team meeting to update the Team on the progress made on the interfaces.
5. The meeting adjourned at 10:10, the next meeting will be on 6 September 2001 at 09:00 via telephone conference call.

ATTENDEES:

1.

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